

# Workplace Alaska

## Class Specification Natural Resource Technician III

<b>Created:</b> 11/18/2002 by Connie Preecs	<b>AKPAY Code:</b> P6633	<b>Class Code:</b>	PH0303
<b>Finalized on:</b> 11/16/2002	<b>Class Outline Cat:</b> A	<b>Class Range:</b>	14
	<b>Approved by:</b> Dianne Corso	<b>Class Status:</b>	Active

<b>Category:</b>	<b>Class Title:</b>	Natural Resource Technician III
<b>Original Date:</b> 11/16/2002	<b>Use MJR Form:</b>	Standard

### Original Comments:

Established. Natural Resource Technician study, new level added to series (cpreecs/jkidd).

### Subsequent Revision Dates/Comments:

09/25/2008 - Workplace AK spec revision: Added Census Job Code and AKPAY Code fields; Replaced Category field with Class Outline Category; Updated EEO4, SOC, and Class Code fields; Removed DOT field.

<b>Last Update:</b>	<b>EEO4:</b> E	<b>SOC:</b> 19-4099	<b>Census:</b> 03
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### Last Update Comments:

### Definition:

Under direction, Natural Resource Technicians III perform advanced technical work in support of professional staff in the development, administration, analysis or implementation of programs to manage land, water, mineral, forest, oil, gas, agricultural, natural and cultural history, parks and related surface and subsurface resources of the state.

### Distinguishing Characteristics:

Natural Resource Technicians (NRT) III perform advanced technical assignments in support of natural resource management on a regular and recurring basis. NRTs III are responsible for unusual or sensitive technical matters where decisions are made about how data is obtained, organized and manipulated. Work assignments require a detailed knowledge of a specific natural resource management program, procedures, guides and references, are performed independently and are not normally reviewed except on completion.

NRT III is distinguished from NRT II by the nature of the assignments, the degree of independence, and the requirement for the NRT III to have detailed knowledge of a specific natural resource management program.

NRT III is distinguished from the Natural Resource Specialist I (NRS I) by the requirement at the NRS I level for professional research, analysis and decision making.

### Examples of Duties:

Perform technical data management functions for the Resource Evaluation Section, Division of Oil and Gas: organize, document and store items such as maps, seismic and well data, lease unit descriptions and Geographic Information System (GIS) data.

Acquire data from outside sources, determine the appropriate use and filing and if it meets the requirements of the agency.

### Knowledge, Skills and Abilities:

Working knowledge of GIS technology used in the management of natural resources in the State of Alaska.

Working knowledge of standard office computer operating systems and software.

Working knowledge of basic research skills and writing protocols.

Working knowledge of the techniques of mapping and surveying.

Knowledge of correct English usage, spelling and punctuation.

Knowledge of filing and record keeping systems.

Knowledge of the assigned natural resource management subject area.

Ability to maintain records and prepare reports with statistical information.

Ability to drive or operate equipment assigned.

Ability to collect, record and transcribe field data and field notes accurately.

Ability to effectively communicate with the public orally and in writing.

Ability to develop and maintain good working relationships with coworkers and the public.

Ability to lead the work of clerical and technical staff, volunteers or interns.

**Minimum Qualifications:**

One year of journey level technical experience in natural resource management equivalent to a Natural Resource Technician II with the State of Alaska.

OR

Any combination of journey level technical experience and college course work from an accredited institution totaling one year where 3 semester hours or 4 quarter hours is equivalent to one month of experience.

**Required Job Qualifications:**

**(The special note is to be used to explain any additional information an applicant might need in order to understand or answer questions about the minimum qualifications.)**

**Special Note:**

**Minimum Qualification Questions:**

Do you have one year of journey level technical experience equivalent to a Natural Resource Technician II with the State of Alaska?

**Or Substitution:**

Do you have one year in any combination of journey level technical experience or education in natural resource management equivalent to a Natural Resource Technician II with the State of Alaska or college course work from an accredited institution where 3 semester hours or 4 quarter hours is equivalent to one month of experience?